

**BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: February 15, 2006

Division: Monroe County

Bulk Item: Yes XX No

Department: Fixed Asset Surplus

Staff Contact Person: Divina D. Speer

AGENDA ITEM WORDING: Approval to remove surplus equipment from inventory via disposal.

ITEM BACKGROUND: See attached schedule

PREVIOUS RELEVANT BOCC ACTION: N/A

CONTRACT/AGREEMENT CHANGES:

STAFF RECOMMENDATIONS:

TOTAL COST: N/A

BUDGETED: Yes No

COST TO COUNTY: N/A

SOURCE OF FUNDS: N/A

REVENUE PRODUCING: Yes No **AMOUNT PER MONTH** **Year**

APPROVED BY: County Atty OMB/Purchasing Risk Management

DIVISION DIRECTOR APPROVAL:


(KEVIN MADOK, Assistant Finance Director)

DOCUMENTATION: Included Yes Not Required

DISPOSITION:

AGENDA ITEM #

Revised 2/05

Board of County Commissioner
February 15, 2006

SCHEDULE OF SURPLUS ITEMS		ITEM BACKGROUND	AMOUNT		BOCC ACTION
County ID #	Description		Original Value	Estimated Present Value	need approval to-
1 1343 (0903-720)	Drain Cleaning Machine	beyond economical repair	\$1,699.15	\$0.00	remove from inventory and dispose
2 1348 (0903-625)	Drain Cleaning Machine	beyond economical repair	\$2,287.82	\$0.00	remove from inventory and dispose
3 1350 (0903-1039)	Pressure Washer	beyond economical repair	\$1,300.00	\$0.00	remove from inventory and dispose
4 1419 (0920-522)	Computer	beyond economical repair	\$1,126.00	\$0.00	remove from inventory and dispose
5 2098 (0940-536)	Computer	beyond economical repair	\$1,117.00	\$0.00	remove from inventory and dispose
6 1548 (0902-558)	Unimac Washing Machine	beyond economical repair	\$8,855.00	\$0.00	remove from inventory and dispose
7 1549 (0902-559)	Unimac Washing Machine	beyond economical repair	\$16,490.00	\$0.00	remove from inventory and dispose
8 1550 (0902-560)	Unimac Washing Machine	beyond economical repair	\$16,490.00	\$0.00	remove from inventory and dispose
9 2297 (1426-242)	Base Station	damaged by Hurr Wilma	\$12,859.00	\$428.63	remove from inventory and dispose
10 2389 (1426-243)	Base Station	damaged by Hurr Wilma	\$12,859.00	\$428.63	remove from inventory and dispose
11 2507 (0210-021)	Laptop Computer	beyond economical repair	\$2,538.72	\$0.00	remove from inventory and dispose
12 2790 (2600-873)	Computer	beyond economical repair	\$1,323.00	\$0.00	remove from inventory and dispose
13 3106 (0203-056)	Microfishe Reader	beyond economical repair	\$2,870.00	\$0.00	remove from inventory and dispose
14 3111 (0202-317)	Microreader/Printer	beyond economical repair	\$12,316.00	\$0.00	remove from inventory and dispose
15 3158 90202-464)	Copier	beyond economical repair	\$1,099.99	\$0.00	remove from inventory and dispose
16 3408 (1417-516)	Washing Machine	damaged by Hurr Wilma	\$1,445.00	\$1,360.71	remove from inventory and dispose
17 3409 (1430-244)	Washing Machine	damaged by Hurr Wilma	\$1,404.00	\$643.50	remove from inventory and dispose
18 3508 (141306-4)	Radio	beyond economical repair	\$1,175.00	\$0.00	remove from inventory and dispose
19 3510 (141306-6)	Radio	beyond economical repair	\$1,175.00	\$0.00	remove from inventory and dispose
20 4846 (1807-117)	Computer	beyond economical repair	\$1,528.00	\$0.00	remove from inventory and dispose
21 2820 (1807-098)	Computer	beyond economical repair	\$1,891.00	\$0.00	remove from inventory and dispose
22 1084	HP Netserver	beyond economical repair	\$3,875.00	\$0.00	remove from inventory and dispose
23 1059	Printer	beyond economical repair	\$2,296.00	\$0.00	remove from inventory and dispose
24 1078	Router	beyond economical repair	\$1,095.00	\$0.00	remove from inventory and dispose
25 1081	IBM RS6000 System	beyond economical repair	\$66,959.00	\$0.00	remove from inventory and dispose
26 1095	Computer	beyond economical repair	\$1,299.98	\$0.00	remove from inventory and dispose
27 1105	Router	beyond economical repair	\$876.00	\$0.00	remove from inventory and dispose
28 1046	Router	beyond economical repair	\$1,095.00	\$0.00	remove from inventory and dispose
29 1106	Router	beyond economical repair	\$876.00	\$0.00	remove from inventory and dispose
30 1598	Bakers Aid Rollin Oven	beyond economical repair	\$20,763.00	\$0.00	remove from inventory and dispose
31 1558 (0902-599)	Computer	beyond economical repair	\$2,012.00	\$0.00	remove from inventory and dispose
32 1865 (3000-197)	Computer	beyond economical repair	\$1,512.00	\$0.00	remove from inventory and dispose
33 1874 (3000-176)	Computer	beyond economical repair	\$2,074.00	\$0.00	remove from inventory and dispose
34 1878 (3000-188)	Computer	beyond economical repair	\$1,285.00	\$0.00	remove from inventory and dispose
35 2098 (0940-536)	Computer	beyond economical repair	\$1,117.00	\$0.00	remove from inventory and dispose
36 5080 (0920-511)	Computer	beyond economical repair	\$1,284.00	\$0.00	remove from inventory and dispose

RECEIVED
JAN 17 2006
BY:

FROM: James Bruce *JB*
Facilities Maintenance

DATE: _____

[illegible]

APPROVAL TO ADVERTISE FOR BIDS.

XXXX

APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE.

APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO:

REASON FOR REQUEST:

Beyond economical repair/Flood damage

APPROVED BY:

PRINT NAME: JOHN KING

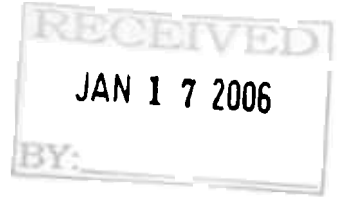
DIVISION DIRECTOR APPROVAL:

PRINT NAME: CHARLES DENT PIERCE

1/13/86

Here in Tech Serv.

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST



TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Maria Guerra
Technical Services

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1419 (0920-522)	G3DCM01	Computer	7/3/01	\$1126.00/\$0
2098 (0940-536)	510IV	Computer	9/22/99	\$1117.00/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

☒ **APPROVAL TO ADVERTISE FOR BIDS.**
☐ **APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.**
☐ **APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____**

REASON FOR REQUEST:

Beyond economical repair

DIVISION DIRECTOR APPROVAL:

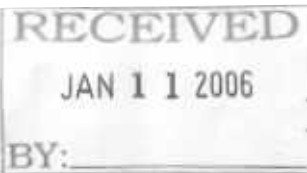
PRINT NAME:

DEBBIE FREDERICK

TECHNICAL SERVICES APPROVAL:

PRINT NAME:

LISA DRUCKEMILLER



MONROE COUNTY INVENTORY DELETION REQUEST

TO: DIVINA D. SPEER STOP #8

FROM: Bob Stone

PROPERTY CLERK, FINANCE DEPT.

DATE: JAN 4, 2006



M.C. I.D. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & EST. PRESENT VALUE
# 1548 (0902-558)	09043392002 0377	UNIMAC Washing Machine	2/01/94	8855 ⁰⁰ - 0 -
# 1549 (0902-559)	09084192002 2387	" " "	2/01/94	16,490 ⁰⁰ - 0 -
# 1550 (0902-560)	09083392002 0380	" " "	2/01/94	16,490 ⁰⁰ - 0 -

CHECK ONE (1) APPROPRIATE LINE BELOW:

- ☐ APPROVAL TO ADVERTISE FOR BIDS.
☒ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
☐ APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO: _____

REASON FOR REQUEST:

Bryon Economical Repair

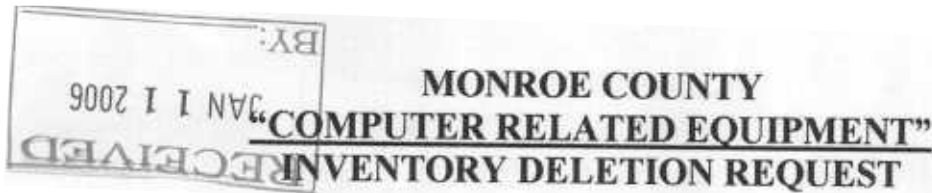
PREPARED BY: ROBERT A. STONE
PRINT NAME: ROBERT STONE

DATE: 1/4/06

DIVISION DIRECTOR APPROVAL: _____

PRINT NAME: DENT PIERCE

1/10/06



TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.
DATE: _____

FROM: George Kerley
Emergency Communication

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
2297 (1426-242)	448CZT0029	Motorola Base Station	11/25/99	\$12859.00/\$428.63
2389 (1426-243)	448CZT0030	Motorola Base Station	11/25/99	\$12859.00/\$428.63

CHECK ONE (1) APPROPRIATE LINE BELOW:

_____**XXXX** **APPROVAL TO ADVERTISE FOR BIDS.**
 _____ **APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE.**
 _____ **APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO:** _____

REASON FOR REQUEST:

Damage by Hurricane Wilma – beyond economical repair

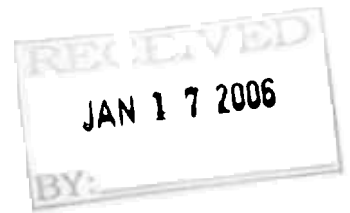
DIVISION DIRECTOR APPROVAL:

PRINT NAME:

JAMES "REGGIE" PARROS

**RAUNDIE RAE
GUTHRIE**

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST



TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: _____

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
2507 (0210-021)	12441435	Laptop Computer	6/28/95	\$2538.72/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:


- XXXXX **APPROVAL TO ADVERTISE FOR BIDS.**
_____ **APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.**
_____ **APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO:** _____

REASON FOR REQUEST:

Old - obsolete - no longer in use _____


DIVISION DIRECTOR APPROVAL:

PRINT NAME:


DANNY KOLHAGE

TECHNICAL SERVICES APPROVAL:

PRINT


LISA DRUCKEMILLER

Here in their Ser.
media 12-30-05

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

JAN 17 2006

BY: _____

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Maria Guerra
Technical Services

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
2790 (2600-873)	0U106	Computer	7/28/99	\$1323.00/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW.

 APPROVAL TO ADVERTISE FOR BIDS.

XXXX

APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

Beyond economical repair

DIVISION DIRECTOR APPROVAL:

PRINT NAME:

Debbie Frederick 1/13/06
DEBBIE FREDERICK

TECHNICAL SERVICES APPROVAL:

PRINT NAME:

Lisa Druckemiller
LISA DRUCKEMILLER

JAN 17 2006

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: _____

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
3106 (0203-056)	120397	ANSI Microfiche Reader	3/2/98	\$2870.00/\$0
3111 (0202-317)	32201932	Canon Microreader/Printer	4/6/94	\$12316.00/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

APPROVAL TO ADVERTISE FOR BIDS.

XXXXX APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

Broken - Beyond economical repair

DIVISION DIRECTOR APPROVAL: _____

PRINT NAME: DANNY KOLHAGE

TECHNICAL SERVICES APPROVAL: _____

PRINT NAME: LISA DRUCKEMILLER

RECEIVED JAN 10 ENT

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: _____

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
3158 (0202-464)	075410	Xerox Copier	8/24/98	\$1099.99/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXXX

APPROVAL TO ADVERTISE FOR BIDS.
APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

Broken - Beyond economical repair

DIVISION DIRECTOR APPROVAL:


PRINT NAME: DANNY KOLHAGE

TECHNICAL SERVICES APPROVAL:

PRINT NAME: LISA DRUCKEMILLER

RECEIVED MONROE COUNTY
MONROE COUNTY
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Peter Lubert 
Emergency Medical Services

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
3408 (1417-516)	11628366F3	Maytag Washing Machine	2/16/05	\$1445.00/\$0 1360.71
3409 (1430-244)	na	Staber Washing Machine	5/15/00	\$1404.00/\$0 643.50

CHECK ONE (1) APPROPRIATE LINE BELOW:

XXXX APPROVAL TO ADVERTISE FOR BIDS.

APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE.

APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

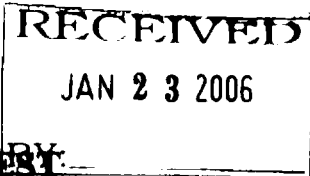
REASON FOR REQUEST:

Damaged by Hurricane Wilma – beyond economical repair

DIVISION DIRECTOR APPROVAL:

PRINT NAME: 
CLARK MARTIN

**MONROE COUNTY
INVENTORY DELETION REQUEST**



TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Peter Lubert
Emergency Medical Services

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
3508 (141306-4)	749ATS0790	Radio	9/30/93	\$1175.00/\$0
3510 (141306-6)	749ATS0792	Radio	9/30/93	\$1175.00/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW.

XXXX

APPROVAL TO ADVERTISE FOR BIDS.

APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE.

APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST

Old - Obsolete - No longer in use

DIVISION DIRECTOR APPROVAL:

PRINT NAME:

CLARK MARTIN

A. Romero 1.16.06

MONROE COUNTY

"COMPUTER RELATED EQUIPMENT"

INVENTORY DELETION REQUEST

TO: Divina Speer _____

FROM: Louis LaTorre _____

PROPERTY CLERK, FINANCE DEPT.

Social Services Director

DATE: 01/05/2006

M.C. I.D. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & EST. PRESENT VALUE
1807-117 Old 4846	0QA4D	Dell Optiplex G-1 CPU	07/14/1999	\$1,528 / \$0
1807-098 Old 2820 UPC	B222F	Dell Optiplex GS+ CPU	08/28/1997	\$1,891 / \$0

CHECK ONE (1) APPROPRIATE LINE BELOW:

____ APPROVAL TO ADVERTISE FOR BIDS.

____ APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

 X APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO: Tech ServicesREASON FOR REQUEST:

Obsolete & Unused

PREPARED BY: Jerry Eskew Transportation Director

DATE: 01/05/2006

DIVISION DIRECTOR APPROVAL: _____

PRINT NAME: Sheila Barker

TECHNICAL SERVICES APPROVAL: _____

PRINT NAME: Lisa Druckemiller

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

DATE: January, 10, 2006

FROM: Don Gates
Tax Collector

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1084	4583900703	HP Netserver	10/16/98	\$3875.00/\$0
1059	2389330037	PRINTER M#885	11/05/93	\$2296.00/00
1078	JMX0621J245	ROUTER (CISCO)	9/30/02	\$1095.00/00
1081		RS/6000 SYSTEM	9/10/93	\$66959.00/00
1095	IX02DCTXEOMF	COMPUTER (COMPAQ)	3/3/00	\$1299.98
1105	JMX0621J24J	ROUTER (CISCO)	9/30/02	\$876.00/00
1046	JMX0621J15J	ROUTER (CISCO)	9/30/02	\$1095.00/00
1106	JMX0621J15T	ROUTER (CISCO)	9/30/02	\$876.00/00

CHECK ONE (1) APPROPRIATE LINE BELOW:

☒ **APPROVAL TO ADVERTISE FOR BIDS.**

☐ **APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.**

☐ **APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____**

REASON FOR REQUEST:

Beyond economical repair

DIVISION DIRECTOR APPROVAL:

PRINT NAME: DANISE HENRIQUEZ

TECHNICAL SERVICES APPROVAL:

PRINT NAME: LISA DRUCKEMILLER

MONROE COUNTY INVENTORY DELETION REQUEST

JAN 26 PAID

JAN 27 2006

TO: DIVINA D. SPEER STOP #8

FROM: BOB STONE

PROPERTY CLERK, FINANCE DEPT.

DATE: JAN. 24, 2006

M.C. I.D. NUMBER	SERIAL NUMBER	ASSET DESCRIPTION	DATE PURCHASED	ORIGINAL & EST. PRESENT VALUE
1598	39050733133CPRO	BAKERS AID ROLL IN OVEN	02/01/94	20,763.00 / 00.00

CHECK ONE (1) APPROPRIATE LINE BELOW:

☒ X

APPROVAL TO ADVERTISE FOR BIDS.

APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.

APPROVAL TO REMOVE FROM INVENTORY AND TRANSFER TO: _____

REASON FOR REQUEST:

TWELVE YEARS OLD AND IS BEYOND REPAIR

PREPARED BY: G. Carmina

PRINT NAME: G. CARMINA

DATE: 1/24/06

DIVISION DIRECTOR APPROVAL: [Signature]

PRINT NAME: [Signature]

1/24/06

JAN 8 0 2006

BY:

MONROE COUNTY

"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

*Here int S.D.
1-25-06 mg*

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Maria Guerra
Technical Services

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
1558 (0902-599)	DYHP1	Computer <i>Bob Stone</i>	4/10/98	\$2012.00/\$0
1865 (3000-197)	8NR8L11	Computer <i>Jo Walters</i>	7/31/02	\$1512.00/\$0
1874 (3000-176)	UD7KM	Computer <i>Albert Edwards</i>	3/3/99	\$2074.00/\$0
1878 (3000-188)	4K1QM01	Computer <i>Clark Briggs</i>	7/3/01	\$1285.00/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW.

XXXX **APPROVAL TO ADVERTISE FOR BIDS.**
APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

Beyond economical repair

DIVISION DIRECTOR APPROVAL:

PRINT NAME:

Debbie Frederick
DEBBIE FREDERICK

TECHNICAL SERVICES APPROVAL:

PRINT NAME:

Lisa Druckemiller
LISA DRUCKEMILLER

JAN 30 2006

Here in tech Services
1-25-06 mg

MONROE COUNTY
"COMPUTER RELATED EQUIPMENT"
INVENTORY DELETION REQUEST

TO: Divina D. Speer - Stop #8
Property Clerk, Finance Dept.

FROM: Maria Guerra
Technical Services

DATE: _____

M.C. I.D. Number	Serial Number	Asset Description	Date Purchased	Original & Est. Present Value
2098 (0940-536)	510IV	Computer <i>Dan F.</i>	9/22/99	\$1117.00/\$0
5080 (0920-511)	5111V	Computer <i>Dennis A.</i>	7/30/99	\$1284.00/\$0

CHECK ONE (1) APPROPRIATE LINE BELOW

XXXX **APPROVAL TO ADVERTISE FOR BIDS.**
APPROVAL TO REMOVE FROM INVENTORY AND DISPOSE OF IT.
APPROVAL TO REMOVE FROM INVENTORY AND DONATE TO: _____

REASON FOR REQUEST:

Beyond economical repair

DIVISION DIRECTOR APPROVAL:

Debbie Frederick 1/29/06
PRINT NAME: DEBBIE FREDERICK

TECHNICAL SERVICES APPROVAL:

Lisa Druckemiller
PRINT NAME: LISA DRUCKEMILLER